

UELRR Advisory Committee Meeting

Meeting of September 25, 2008

MINUTES

The UELRR Advisory Committee met at the Louisiana Department of Revenue on Thursday, September 25, 2008 at ten o'clock a.m. (10:00 a.m.).

Committee Members present were: Chairman, Mark West, Cynthia Bridges, Cynthia Boudreaux, and Henri Louapre (by phone).

Chairman West declared the meeting duly convened at 10:05 a.m.

Cynthia Boudreaux made a motion to adopt the minutes from Advisory Committee meeting of August 14, 2008 and Cynthia Bridges seconded the motion. Minutes were adopted.

The following agenda items were discussed by the committee:

1.) Orleans

- Interest Calculation – City charter poses conflict with calculation as it calculated monthly rather than daily. Orleans received an opinion on it and will provide the committee with a copy of it. Orleans would like their calculation changed to monthly if possible. Cynthia Bridges stated that it will pose an issue for business and industry. Rick Medesskie stated that it can be done but it won't be easy to do.
- Negligence Penalty – Having a problem with calculation being added to the total. Problem has been corrected per Rick Mekdessie.
- Orleans also inquired about consolidating payments for multiple locations in a parish to make one payment for multiple returns. Rick suggested that this should be discussed by the subcommittee.

2.) Lafourche Parish – ACH Credit

- Has expressed reservations about security. Chairman West recommended to Mr. Domangue putting a block on their account to prevent any debits being made from their account.
- Chairman West provided a handout to the meeting members on Fraud Management.
- Lafourche Parish has not sent banking information as of yet.
- Committee members and participants discussed the issue more and offered more suggestions such as creating a separate account or an online account.
- Chairman West will follow-up with Mr. Domangue with regard to his security concerns.
- Cynthia Bridges suggested putting a notice out there to the taxpayers in the parish stating that the parish has not provided the ACH Credit information for them to

properly file the return and they should not be charged interest and penalty for any late payments made as a result of this.

3.) Jefferson Parish Validation

- Would like for it to be more direct and validated each time.
- The taxpayers information is sent to a third party who then calls the taxpayer to verify the account information and filing frequency per return.
- Too late to consider doing now before going live. Will re-evaluate after going live as a budget request may be need to be requested.
- Will require working with each parish and the work will vary by parish and also account by account. Will be able to do some editing.
- Jefferson has offered to pay for it.
- The committee was open to the idea.

4.) Modification to Account Registration - Ramware

- Vendor proposed change to streamline process by eliminating site exit and email default password.
- Proposal was accepted by the committee members.

5.) Status of Surveys

- Allen and Washington are the only two parishes that have not responded. Allen needs to send in their banking info sheet. Debra said that Washington would be faxing their survey information today.

6.) St. Bernard Parish – Format of Return

- Return has 16 lines and the UTC calls for 26 lines on the return.
- RAMware is working on the change but needs to contact St. Bernard parish for more information as they will need to change their collection process. Subcommittee will meet with St. Bernard Parish to discuss further.

Other topics discussed were that the training sessions went well. Rick will be meeting with the CPA Society to set up a taxpayer training. St. John Parish did not attend the training session and has not signed the agreement. Mike suggested that Rick send an email to all administrators asking that they notify their IT departments to help avoid their spam blockers from blocking important messages coming through regarding Parish E-File.

The next Advisory Committee Meeting is scheduled for Wednesday, October 8, 2008 at 1:00 p.m., at the Holiday Inn in Gonzales, Louisiana in conjunction with the LATA Conference. There being no further agenda items or public comments Chairman West made a motion to adjourn the meeting and the committee seconded the motion. Chairman West then carried that the meeting be adjourned at 11:41 a.m.

Respectfully submitted by:

Mark West, Chairman